



Required Scope of Work for Site and Infrastructure Evaluations

Phase 1 - Community and Site Assessment - Each community is vetted for readiness to recruit target industries to include gap identification.

Task 1: Project Mobilization and Development of Project Team and Stakeholders.

Task 2: Alignment Meeting with Oklahoma Department of Commerce and Local Project Team.

Task 3: Community Rollout Meetings for project introduction and awareness for community leadership.

Task 4: Two Levels of Desktop Analysis and Evaluations to include:

- Community and site asset mapping and readiness assessment for economic development recruitment of jobs and investment.

Task 5: Boots-on-the-Ground Community and Site Evaluation to include:

- In-person Site Visits and assessment
- Readiness level
- Infrastructure Gaps
- Industry Prioritization

Phase 2 - Leverage the Gap Assessment – The evaluations continue for each community and should include competitive capability assessment, identification of needed site improvements, feasibility of mitigation, funding “ask” package, and industry attraction strategy (including potential program redirection)

Task 1: Site Improvement Cost Benefit and Feasibility Analysis:

- Work with communities to develop time and cost estimates for site gaps.
- Utilize a cost/benefit analysis to identify feasible next steps to site development.
- Build a quantifiable funding request package based on identified gaps and cost analysis to solicit additional funding from state and federal sources for site improvements that have been vetted via this process.

Task 2: Develop Industry Attraction Strategy per Community Site - Develop Target Industry Attraction Plan to include:

- Target industry audience/markets
- Guide for economic development project managers and sales teams
- Target industry technical sales message and materials.